

United States District Court  
Western District of Wisconsin

Vacancy Announcement

**POSITION:** Law Clerk (half time, 2 year term with possibility of extension)

**LOCATION:** Madison, WI

**SALARY RANGE:** JSP 11 - JSP 14 (\$25,896 - \$56,895; dictated by qualifications and experience)

**DATE POSTED:** November 13, 2006

**CLOSING DATE:** December 11, 2006

**POSITION OVERVIEW:**

This currently is envisioned as a temporary job share position with one other part-time law clerk to the Magistrate Judge. There is a possibility of extension of the appointment beyond 2 years or to a permanent status. Anticipated starting date is January 2007. Work schedule is 20 hours per week, days and times negotiable. The law clerk to the magistrate judge conducts legal research and drafts orders and opinions in federal civil lawsuits of all sorts with a focus on social security appeals and state prisoner habeas corpus petitions. The judge may assign administrative or other duties.

**QUALIFICATIONS:**

To be qualified, an applicant must be 1) a United States citizen or otherwise eligible for federal employment within the United States; 2) a law school graduate; and 3) must have either:

a) proficiency in legal studies demonstrated by standing in the top 1/3 of his or her law school class, service on the editorial board of a law review, participation in a non-credit clinical program sanctioned by the law school or other similar educational experience; or

b) at least one year of post-graduation legal work experience.

Applicants with post-graduation work experience as a judicial law clerk or as a practicing attorney are preferred. Only applicants with prior federal law clerk experience are eligible for immediate appointment at JSP grades 13 or 14.

Appointment to the position is provisional and contingent upon satisfactory completion of an FBI fingerprint check and other optional checks, if required.

**BENEFITS:**

If hired, you will be covered by Social Security and eligible to participate in health and life insurance programs, including long-term care insurance, pre-tax health and dependent care supplemental benefits programs, and commuter benefits. You will accrue annual and sick leave based on length of service and the half time schedule.

**APPLICATION PROCESS:**

Interested candidates should submit a letter of application, current resumé, a writing sample and two professional references to:

**Magistrate Judge Stephen L. Crocker**  
**P.O. Box 591**  
**Madison, Wisconsin 53701**

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